

Republic of the Philippines  
LGU-Tabango  
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the LGU-Tabango in the CSC website:



CATHERINE R. ABADINES  
HRMO

Date: January 14, 2020

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Mun. Administrator I	88	24	62,555.00	Bachelor's degree preferably in Public Administration, Law or any related course	None	3 years experience in management and administration work	First grade or its equivalent		Mayor's Office
2	Statistician Aide	27	4	9,911.00	Bachelor's degree relevant to job	None required	None required	Career Service (Professional) Second Level Eligibility		Mun. Planning & Development Coordinator
3	Administrative Aide IV (Accounting Clerk I)	42	4	9,911.00	Completion of two years studies in college	None required	None required	Career Service (Subprof.) First Level Eligibility		Accounting Office

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than \_\_\_\_\_.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at [www.csc.gov.ph](http://www.csc.gov.ph);
2. Performance rating **in the last rating period** (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

CATHERINE R. ABADINES  
MBO/HRMO-Desig.  
F. Pastor St. Pob., Tabango, Leyte  
[catherineabadines1973@gmail.com](mailto:catherineabadines1973@gmail.com)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.